

TOWN OF SANBORNTON
BUDGET COMMITTEE MEETING
TUESDAY, MAY 18, 2021 at 7:00 PM

As authorized by the Governor's Emergency Order #12, participation in this meeting will be by Zoom/phone conference only.

To join using Zoom, if click this link:

<https://zoom.us/j/96583979077?pwd=WkhqQlY1QU5YUDh0RTdacHhjdkdsQT09>

OR, with an internet browser navigate to: <https://zoom.us/join> Meeting ID: 965 8397 9077

Passcode: 322526

OR, to participate by phone dial: 1.929.205.6099 (When prompted enter Meeting ID and Passcode above)

When possible, please mute your mic/phone so that background noise does not disrupt other participants.

- 1. Reading of COVID Emergency Order Statement**
- 2. Approval of minutes from April 6, 2021 BC meeting & Public Hearing**
- 3. Annual meeting - Vote on Chair & Vice Chair for the upcoming year**
- 4. Review of Town Meeting – Any lessons learned?**
 - Were there any comments on budget details/Town Report format (budget details revert or keep tweaking)
- 5. BC member recommendations to fill open committee position**
- 6. Review Ralph's draft Rules of Procedure (F.K.A. By-Laws)**
- 7. March 23 BC vote recommending BoS allow for half-step pay matrix increases**
 - BoS next steps?
 - What more should BC do here?
 - Unresolved – Merit increase pool vs by person/department
- 8. Review FY22 Budget Preparation Timeline – Recommend changes**
- 9. Other initiatives (if time allows)**
 - Process to review spend vs budget data “occasionally”
 - i. Quarterly or semi-annual?
 - ii. Gather & review FY21 spend to date or wait till fiscal year end
 - Debate & set a strategy for next budget season
 - What tools would BC members like to have to ease/improve departmental budget reviews
 - And...?
- 10. Meeting schedule options**
 - Weekly or bi-weekly to finish initiatives list then break for 6-8 wks for the summer
 - Alternatively, meet just monthly right to start of budget season (mid-August)
- 11. All other business**
- 12. Set next meeting date**

At a minimum you should be able to access this meeting by telephone as instructed above. Should you be having difficulty, please call Audry Barriault @ 603.530.2796